

The Commonwealth of Massachusetts
Department of Energy Resources
100 Cambridge Street, Suite 1020
Boston, MA 02114
<http://www.mass.gov/doer>



Program Opportunity Notice

2014 Leading by Example Clean Energy Grants for State Entities:

Solar Photovoltaic Canopies

PON-ENE-2015-004

Issued July 18, 2014

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Leading by Example Program

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS
DEPARTMENT OF ENERGY RESOURCES



Clean Energy Grant Program – Solar Photovoltaic Canopies

1. INTRODUCTION

The Massachusetts Department of Energy Resources (DOER) promotes policies and programs to ensure that Massachusetts' citizens have adequate, diverse, energy supplies, at a reasonable cost, with a minimal impact on the environment. To meet this objective, DOER pursues a number of policy and program initiatives designed to increase the efficiency of electricity, gas, and oil end-uses; encourage investment in energy conservation, renewable energy, demand response, and load management programs; and to enhance competition and planning in the electric and gas industries.

The Leading by Example Program (LBE) was created in 2007 by Governor Patrick's Executive Order No. 484, which set aggressive clean energy targets for Commonwealth of Massachusetts facilities. This 2014 Leading by Example Clean Energy Grant Program – Solar Photovoltaic Canopies (the "Program") for state entities seeks to increase installation of solar photovoltaic (PV) parking canopies and innovative solar PV technologies at state facilities with electric vehicle charging stations (described in more detail below).

Up to \$1.5 million in grant funding is available for this Program. Grants will be between DOER and the selected state entity(s). Funding is made available through Alternative Compliance Payments from the state's Renewable and Alternative Energy Portfolio Standard programs that are administered by DOER.

Projects applying for funding must demonstrate that if project planning or design is underway and can be installed within a reasonable timeframe, preferably by the end of CY 2015.

Proposals Sought:

1. Solar PV canopies of at least 200 kW at parking lots, garage roofs, and pedestrian walkways at \$0.50/Watt incentive with a maximum grant of \$500,000 per project.
2. Smaller scale solar PV canopies associated with innovative strategies or projects with the same \$0.50/Watt incentive level.

2. PROGRAM OUTLINE

Solar PV canopies, also known as solar carports, provide opportunities to state facilities to generate clean renewable electricity at operating parking areas, while reducing heat absorption on parking surfaces and shading parked vehicles. We are seeking to incentivize large solar PV canopy projects that will assist in meeting the energy goals of EO 484, reduce or have no impact on agency/facility energy costs, and provide ancillary benefits, such as shading and a reduction in the heat island effect.

3. FUNDING

The total funding available under this PON is \$1.5 million.

4. AWARDS

The LBE program expects to provide awards to projects greater than 200kW in size, although awards could be made to small projects under certain circumstances. It is DOER's intention to leverage funds and support as many projects as possible with the available funding. For all systems, available grant funds may be calculated by multiplying the per watt incentive (\$0.50/Watt) times the nameplate capacity (measured based on direct current, DC) for the system, up to a maximum of \$500,000 per grant. A maximum of \$500,000 will be awarded to any single agency or campus.

Applications will be reviewed on a rolling basis and evaluated once per month. Awards will be made on a first come basis and will continue until all funds have been allocated.

5. ELIGIBILITY

Any executive agency, state institution of higher education, or quasi-public state entity is eligible for grant award. Only solar PV projects that are producing electricity for some on-site consumption for state operations on state property may apply. Project proponents must demonstrate their ability to initiate installation in calendar year 2014 or 2015.

6. PROJECT REQUIREMENTS

Eligible Procurement Methods

Power Purchase Agreements, Credit Purchasing Agreements, and Design-Build systems owned by the Commonwealth are examples of accepted procurement methods. However, all projects must be installed on a site owned and operated by a Commonwealth of Massachusetts public state entity. These include executive agencies, UMass and State University campuses, Community College campuses, state owned public housing and quasi-public authorities.

Solar Canopy Size Thresholds

DOER is prioritizing large-scale systems with a minimum of 200 kW of installed capacity. Projects must be installed on property owned and operated by a state entity with at least some electricity use on-site.

Smaller scale solar PV canopies may be funded if the applicant demonstrates an innovative approach or compelling reason that could include, but not be limited to:

- Associated with a Zero Net Energy Building
- Provides electricity to critical loads or backup generation for the facility during emergency situations

DOER reserves the right to make awards to smaller projects only when the project proponent demonstrates a clear and compelling rationale to do so.

Electric Vehicle Charging Stations

In an effort to promote greater use of electric vehicles (EVs) and develop the necessary EV infrastructure, all project proponents of solar canopies are required to install electric vehicle charging stations as part of the solar canopy project as follows:

- For projects up to 399 kW, project proponents must agree to install electric vehicle charging stations for at least 2 vehicles.
- For projects between 400-699 kW, project proponents must agree to install electric vehicle charging stations for at least 4 vehicles.
- For projects 700-999 kW, project proponents must agree to install electric vehicle charging stations for at least 6 vehicles.
- For projects 1 MW and larger, project proponents must agree to install electric vehicle charging stations for at least 8 vehicles.

All EV charging stations must be accompanied by adequate signage that effectively identifies specific locations of such stations.

Schedule

Proposals must provide anticipated schedules for project installation including start date and completion date. All dates are subject to change.

Issue PON (DOER	July 18, 2014
Grants Reviewed	Grants will be reviewed and awarded on a rolling basis until allocated funds are awarded
PON Responses Submission Deadline ¹	March 31, 2015

¹DOER reserves the right to re-open this solicitation if funds are not fully awarded.

7. EVALUATION CRITERIA

LBE will evaluate and rank responses to PON- ENE-2015-004 based on multiple criteria. Projects must meet requirements in the Project Requirements section as part of the evaluation criteria. Applications will be reviewed on a rolling basis to determine potential award amounts.

If funds are limited, the following criteria may be used to rank submissions.

- *Overall Project Consideration:* projects that can be installed earlier and that demonstrate clear plan for moving the project forward;
- *Funding:* demonstration of commitment for funds to move the project forward;
- *On-site Consumption:* Projects using 67% or more of the electric output on an annual basis by an on-site load may be ranked higher;
- *Storm water management:* integration of rainwater, snowmelt, or drainage systems on canopies that help to recharge water table and/or reuse water;
- *Electric Vehicle Charging Stations:* installation of more than the required EV charging stations;
- *Education:* providing outreach and education on the benefits and results of the solar canopy; and
- *Resiliency:* if the project is located near a Critical Load facility and is designed to provide electricity during an emergency

8. APPLICATION PROCESS

All applicants should complete the “Leading by Example Clean Energy Project Grant Program Application Form” (Attachment A) and submit electronically via email to MariaAndrea.Hessenius@state.ma.us.

Applications will be accepted and reviewed on a rolling basis and approved for funds until the monies are no longer available. Applications will be accepted until March 31, 2015 or until all funds have been awarded, whichever comes first.

9. GRANT AND CONTACT INFORMATION

Type of Grant

This Program Opportunity Notice (PON), being conducted under 815 CMR 2.00, has been distributed electronically using COMMBUYS, the Commonwealth's official procurement record system (<http://www.commbuys.com>). The project name is 2014 Leading by Example Clean Energy Grants for State Entities: Solar Photovoltaic Canopies and the project number is ENE-2015-004. Correspondence to DOER should include this project number as well as the title. All notifications and amendments to this PON will be posted on COMMBUYS. Applicants are advised to periodically check this PON on COMMBUYS to ensure that they have the most recent information.

All proposals and information submitted in response to this PON are subject to the Massachusetts Public Records Law, M.G.L., Chapter 66, Section 10, and to Chapter 4, Section 7, Subsection 26. Any statements in submitted responses that are inconsistent with these statutes shall be disregarded.

Contact

Response to this PON will be received by:

Grant Contact:	Maria Andrea Hessenius Department of Energy Resources 100 Cambridge Street, Suite 1020 Boston, MA. 02114
Telephone:	(617) 626-7375
Fax:	(617) 727-0030
E-mail:	MariaAndrea.Hessenius@state.ma.us
PON Name:	2014 Leading by Example Clean Energy Grants for State Entities: Solar Photovoltaic Canopies
PON File Number:	ENE-2015-004

**LEADING BY EXAMPLE
CLEAN ENERGY PROJECT GRANT PROGRAM
APPLICATION FORM**



Clean Energy Project Description

Please fill out the information below with a summary of the project proposal, and provide any supporting information. We are looking to identify the project needs and benefits, the expected timeframe, and the staff responsible for completing the project. Attach additional pages if necessary.

1. Project Contact Information

Project Contact Name: _____

Project Contact Email and Phone: _____

Agency/Campus Name: _____

Project Name: _____

Project location (include specific building if applicable): _____

2. Project Type (select one): ☐ Large-scale Solar PV Parking Canopy ☐ Smaller Scale Innovative Solar PV

3. Please describe project details, including project description and status, size/capacity, technology, number of EV charging stations, etc.

4. Please describe project benefits, and projected renewable generation, cost savings, etc.

5. Please provide a tentative schedule for project installation and completion:

**LEADING BY EXAMPLE
CLEAN ENERGY PROJECT GRANT PROGRAM
APPLICATION FORM**

6. Cost Information

Total Project Cost: \$ _____

Amount of Funding Requested: \$ _____

Will any of the funding requested be used for design work? ☐ Yes ☐ No

If yes, please indicate the amount: \$ _____

Describe where the funding will be obtained and the degree to which funding has been identified

7. Please describe the procurement methodology through which you plan to implement this project (e.g. Chapter 149, Chapter 25A, agency RFR, etc.) and the existing or proposed team that will manage the project:

8. Additional Information beyond what is specified here, check one:

☐ Additional information attached

☐ No additional information available at this time

Agency Commitment

We ask all participants to check the following statements to signal an understanding of your obligations to the program. Program participants agree to:

- ☐ Submit a FY14 Leading by Example Tracking and Reporting Form prior to any funding award
- ☐ Agree to provide periodic reports as requested
- ☐ Submit digital photos (where appropriate) of the project at relevant stages of work
- ☐ Work with DOER on any events/announcements regarding projects